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BUREAU OF EMPLOYMENT SECURITY
Division of Economic Analysis and Research

MAINE OCCUPATIONAL STAFFING PATTERNS

For

SELECTED NONMANUFACTURING INDUSTRIES

Construction; Finance, Insurance, and Real Estate; and Services, Except Education and Hospitals

Data for Second Quarter 1981

Labor Market Information

MAINE OCCUPATIONAL STAFFING PATTERNS

FOR

SELECTED NONMANUFACTURING INDUSTRIES

SECOND QUARTER 1981

This labor market information is developed through a cooperative program with the U.S. Bureau of Labor Statistics and is funded by the U.S. Employment and Training Administration

DIVISION OF ECONOMIC ANALYSIS AND RESEARCH
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PREFACE

We wish to express our thanks to all the employers who supplied the necessary occupational employment data on which the estimates presented herein are based. This publication would not have been possible without their cooperation.

We also wish to express our thanks to the U.S. Department of Labor, both in Washington, D.C. and the regional level in Boston, Massachusetts, for their assistance in this federal-state cooperative effort.

This information is not a final product in and of itself, but will be used in making occupational employment projections to 1990 which will be available by summer of 1983.

For further information regarding this report or the projection work now in progress, please write to us or call (207) 289-2271.

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February 1983
Augusta, Maine 04330

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INTRODUCTION

This publication is one of a continuing number of reports covering occupational employment for selected industries in Maine. The information in these reports relates to part of a comprehensive "labor market and occupational supply and demand information system" which is mandated by the Job Training Partnership Act of 1982. This federal legislation, coupled with the rapidly expanding public awareness of the need for more vocational training, has resulted in an unparalleled demand for current employment data and projections of future employment requirements by occupation.

The Occupational Employment Statistics (OES) Program is mandated as the system which supplies the occupational data leading to an "Occupational Supply and Demand Information System." This program is a federal-state endeavor involving many state employment security agencies throughout the nation, in conjunction with the U.S. Employment and Training Administration and the U.S. Bureau of Labor Statistics. This OES program consists of three distinct, yet integral components: survey operations, industry-occupation matrices, and projections.

The first part of the OES program consists primarily of collecting occupational employment data by industry through a survey questionnaire mailed to a sample of establishments throughout the State. The sample data received is expanded, using a system of weights and benchmark factors, to produce statewide staffing patterns for the industry. These staffing patterns can then be applied to current or projected estimates of industrial employment to produce estimates of employment by occupation for the State or substate area.

This publication, a direct result of the survey phase of the OES program, contains the staffing patterns for selected nonmanufacturing industries. These industries include construction; finance, insurance, and real estate; and most of the service industries other than hospitals and schools. The actual employment data was collected for the week of the 12th of April, May, or June 1981 depending on the industrial classification.

Other booklets have already been published covering nearly all wage and salary workers in Maine. Approximately one-third of the State's industries will be surveyed each year, so that the entire economy will be covered every three years. Using this cycle, employers are asked to provide occupational data only once every three years. This ensures that no part of the data is over three years old, and that significant changes in the staffing patterns of industries can be identified early, as the trend develops.

The information obtained from these surveys will be used in the second phase of the OES program to construct industry-occupation matrices covering all sectors of our economy. These matrices, in turn, will provide the data that will be used to project occupational requirements and will be one of the basic ingredients of the "Comprehensive Manpower Information System."

CONSTRUCTION
SIC 15 through 17
May 1981

This industry division includes establishments primarily engaged in construction. The term "construction" includes new work, additions, alterations, and repairs. Three broad types of construction activity are covered: building construction by general contractors or by operative builders (SIC 15); other construction by general contractors (SIC 16); and construction by special trade contractors (SIC 17).

Occupation	Estimated Employment	% of Total Empl.	Relative Error (%)	% of Units Reporting the Occupation
TOTAL ALL OCCUPATIONS	18,310	100.00	na	na
Managers and Officers	2,050	11.20	4	70
Professional Occupations	480	2.62	na	na
Civil Engineer	110	0.60	12	5
Purchasing Agent and/or Buyer	30	0.16	25	3
Accountant and/or Auditor	70	0.38	23	6
Cost Estimator	220	1.20	10	17
All Other Professional Workers	50	0.27	na	na
Technical Occupations	120	0.66	na	na
Drafter	60	0.33	27	4
Surveyor	40	0.22	27	1
All Other Technical Workers	20	0.11	na	na
Service Occupations	190	1.04	na	na
Janitor, Porter, or Cleaner	120	0.66	15	5
All Other Service Workers	70	0.38	na	na
Maintenance and Production Occupations	13,890	75.86	na	na
Supervisor, Nonworking	360	1.97	9	12
Mechanic, Automotive	130	0.71	14	9
Mechanic, Diesel	60	0.33	20	4
Mechanic, Engineering Equipment	40	0.22	28	3
Mechanic, Maintenance	130	0.71	24	6
All Other Mechanics and Repairers	130	0.71	na	na
Truck Driver	950	5.19	7	26
Air Hammer Operator	80	0.44	24	3
Bricklayer	200	1.09	18	6
Cabinetmaker	140	0.76	28	4
Carpenter	2,580	14.09	4	39
Cement Mason	350	1.91	15	10
Crane, Derrick, and/or Hoist Operator	150	0.82	13	7
Dry Wall Applicator	190	1.04	18	3
Electrician	820	4.48	6	10
Glazier	150	0.82	33	2
Heavy Equipment Operator	990	5.41	7	24
Rigger	90	0.49	22	2
Maintenance Repairer, General Utility	40	0.22	28	2

SIC 15 through 17 (cont.)

Occupation	Estimated Employment	% of Total Empl.	Relative Error (%)	% of Units Reporting the Occupation
Millwright	240	1.31	25	1
Oiler	20	0.11	35	1
Painter, Maintenance	530	2.89	9	9
Pipelayer	50	0.27	23	3
Plumber and/or Pipefitter	960	5.24	11	9
Reinforcing Iron Worker	80	0.44	19	2
Roofer	260	1.42	13	4
Taper	120	0.66	24	3
Welder and/or Flamecutter	140	0.76	12	6
Asphalt Plant Operator	20	0.11	32	1
Alphalt Raker	100	0.55	27	2
Bricklayer Helper	110	0.60	26	4
Carpenter Helper	660	3.60	11	17
Cement Mason Helper	130	0.71	30	4
Electrician Helper	150	0.82	17	6
Plumber and/or Pipefitter Helper	120	0.66	34	3
Roofer Helper	90	0.49	22	3
All Other Helpers, Skilled Trades	120	0.66	na	na
All Other Skilled Craft and Kindred Workers	690	3.77	na	na
All Other Operatives and Semiskilled Workers	360	1.97	na	na
All Other Laborers and Unskilled Workers	1,360	7.43	na	na
Clerical Occupations	1,460	7.97	na	na
Computer Operator	10	0.05	31	2
Accounting Clerk	50	0.27	21	5
Bookkeeper, Hand	280	1.53	10	20
General Office Clerk	430	2.35	9	25
Payroll and/or Timekeeping Clerk	190	1.04	11	15
Secretary	310	1.69	13	20
Typist	60	0.33	22	5
All Other Office Clerical Workers	60	0.33	na	na
Stock Clerk, Stockroom, Warehouse, or Storage Yard	50	0.27	20	4
All Other Plant Clerical Workers	20	0.11	na	na
Sales Occupations	120	0.66	na	na
Sales Agents, Sales Associates, and/or Sales Representatives	80	0.44	24	4
All Other Sales Workers	40	0.22	na	na

GENERAL BUILDING CONTRACTORS
SIC 15
May 1981

This major group includes general contractors and operative builders primarily engaged in the construction of residential, farm, industrial, commercial, or other buildings. General building contractors who combine a special trade with the contracting are included in this major group.

Occupation	Estimated Employment	% of Total Empl.	Relative Error (%)	% of Units Reporting the Occupation
TOTAL ALL OCCUPATIONS	6,200	100.00	na	na
Managers and Officers	720	11.61	8	67
Professional Occupations	130	2.10	na	na
Civil Engineer	30	0.48	8	2
Cost Estimator	70	1.13	19	15
All Other Professional Workers	30	0.48	na	na
Technical Occupations	30	0.48	na	na
Drafter	20	0.32	32	4
All Other Technical Workers	10	0.16	na	na
Service Occupations	120	1.94	na	na
Janitor, Porter, or Cleaner	80	1.29	16	6
All Other Service Workers	40	0.65	na	na
Maintenance and Production Occupations	4,800	77.42	na	na
Supervisor, Nonworking	160	2.58	12	9
Mechanics and Repairers	20	0.32	na	na
Truck Driver	80	1.29	15	13
Bricklayer	90	1.45	22	11
Cabinetmaker	120	1.94	30	12
Carpenter	2,100	33.87	4	91
Crane, Derrick, and/or Hoist Operator	30	0.48	13	5
Heavy Equipment Operator	120	1.94	14	15
Millwright	210	3.39	28	2
Painter, Maintenance	110	1.77	21	13
Reinforcing Iron Worker	70	1.13	19	5
Welder and/or Flamecutter	40	0.65	14	2
Bricklayer Helper	40	0.65	35	5
Carpenter Helper	600	9.68	11	43
All Other Helpers, Skilled Trades	50	0.81	na	na
All Other Skilled Craft and Kindred Workers	370	5.97	na	na
All other Operatives and Semiskilled Workers	90	1.45	na	na
All Other Laborers and Unskilled Workers	500	8.06	na	na

SIC 15 (cont.)

Occupation	Estimated Employment	% of Total Empl.	Relative Error (%)	% of Units Reporting the Occupation
Clerical Occupations	390	6.29	na	na
Bookkeeper, Hand	80	1.29	17	18
General Office Clerk	120	1.94	13	20
Payroll and/or Timekeeping Clerk	50	0.81	18	13
Secretary	80	1.29	20	14
All Other Office Clerical Workers	40	0.65	na	na
Plant Clerical Workers	20	0.32	na	na
Sales Occupations	10	0.16	na	na

CONSTRUCTION OTHER THAN BUILDING CONSTRUCTION
GENERAL CONTRACTORS
SIC 16
May 1981

This major group includes general contractors engaged in heavy construction (including new work, additions, improvements, maintenance, and repair) such as highways and streets, bridges, sewers, railroads, irrigation projects, flood control projects and marine construction, and miscellaneous types of construction work other than buildings. General heavy construction contractors who combine a special trade with the contracting are included in this major group.

Occupation	Estimated Employment	% of Total Empl.	Relative Error (%)	% of Units Reporting the Occupation
TOTAL ALL OCCUPATIONS	3,590	100.00	na	na
Managers and Officers	390	10.86	12	91
Professional Occupations	160	4.46	na	na
Civil Engineer	80	2.23	17	30
Purchasing Agent and/or Buyer	10	0.28	39	9
Accountant and/or Auditor	20	0.56	22	15
Cost Estimator, Engineering	30	0.84	14	24
All Other Professional Workers	20	0.56	na	na
Technical Occupations	40	1.11	na	na
Drafter	10	0.28	33	11
Surveyor	20	0.56	48	7
All Other Technical Workers	10	0.28	na	na
Service Occupations	10	0.28	na	na
Maintenance and Production Occupations	2,710	75.49	na	na
Supervisor, Nonworking	120	3.34	17	39
Mechanic, Automotive	60	1.67	18	33
Mechanic, Diesel	50	1.39	20	24
Mechanic, Engineering Equipment	30	0.84	37	15
Mechanic, Maintenance	60	1.67	30	24
Truck Driver	510	14.21	11	74
Air Hammer Operator	90	2.51	24	28
Blaster, Construction	10	0.28	38	9
Carpenter	180	5.01	27	26
Cement Mason	80	2.23	21	24
Crane, Derrick, and/or Hoist Operator	80	2.23	18	28
Heavy Equipment Operator	500	13.93	9	74
Rigger	30	0.84	43	9
Maintenance Repairer, General Utility	30	0.84	31	7
Oiler	10	0.28	25	7
Pipelayer	50	1.39	23	24
Welder and/or Flamecutter	70	1.95	14	33
Asphalt Plant Operator	10	0.28	23	7

SIC 16 (cont.)

Occupation	Estimated Employment	% of Total Empl.	Relative Error (%)	% of Units Reporting the Occupation
Asphalt Raker	60	1.67	32	11
Carpenter Helper	20	0.56	37	9
Cement Mason Helper	10	0.28	49	7
All Other Helpers, Skilled Trades	10	0.28	na	na
All Other Skilled Craft and Kindred Workers	30	0.84	na	na
All Other Operatives and Semiskilled Workers	110	3.06	na	na
All Other Laborers and Unskilled Workers	500	13.93	na	na
Clerical Occupations	270	7.52	na	na
Accounting Clerk	30	0.84	28	22
Bookkeeper, Hand	20	0.56	29	15
General Office Clerk	70	1.95	19	39
Payroll and/or Timekeeping Clerk	50	1.39	18	30
Secretary	40	1.11	24	26
Typist	20	0.56	34	13
All Other Office Clerical Workers	30	0.84	na	na
Stock Clerk, Stockroom, Warehouse, or Storage Yard	10	0.28	32	7
Sales Occupations	10	0.28	na	na

CONSTRUCTION - SPECIAL TRADE CONTRACTORS
SIC 17
May 1981

This major group includes contractors who undertake specialized activities such as plumbing, painting, plastering, carpentering, etc. Special trade contractors may work on subcontract from the general contractor, performing only part of the work covered by the general contract, or they may work directly for the owner.

Occupation	Estimated Employment	% of Total Empl.	Relative Error (%)	% of Units Reporting the Occupation
TOTAL ALL OCCUPATIONS	8,530	100.00	na	na
Managers and Officers	950	11.14	6	67
Professional Occupations	190	2.23	na	na
Engineers	40	0.47	na	na
Accountant and/or Auditor	20	0.23	34	4
Cost Estimator, Engineering	120	1.41	15	18
All Other Professional Workers	10	0.12	na	na
Technical Occupations	40	0.47	na	na
Service Occupations	70	0.82	na	na
Maintenance and Production Occupations	6,380	74.79	na	na
Supervisor, Nonworking	80	0.94	23	9
Mechanic, Automotive	60	0.70	22	8
All Other Mechanics and Repairers	220	2.58	na	na
Truck Driver	360	4.22	11	23
Bricklayer	100	1.17	29	4
Carpenter	290	3.40	17	9
Cement Mason	220	2.58	21	9
Dry Wall Applicator	180	2.11	18	4
Electrician	810	9.50	6	17
Glazier	160	1.88	33	4
Heavy Equipment Operator	370	4.34	13	18
Metal Fabricator	30	0.35	33	2
Painter, Maintenance	420	4.92	9	8
Plumber and/or Pipefitter	790	9.26	13	15
Roofer	250	2.93	14	8
Taper	100	1.17	27	5
Bricklayer Helper	70	0.82	35	3
Cement Mason Helper	100	1.17	34	5
Electrician Helper	150	1.76	17	11
Plumber and/or Pipefitter Helper	120	1.41	35	4
Roofer Helper	90	1.06	22	6
All Other Helpers, Skilled Trades	130	1.52	na	na
All Other Skilled Craft and Kindred Workers	650	7.62	na	na
All Other Operatives and Semiskilled Workers	240	2.81	na	na
All other Laborers and Unskilled Workers	390	4.57	na	na

SIC 17 (cont.)

Occupation	Estimated Employment	% of Total Empl.	Relative Error (%)	% of Units Reporting the Occupation
Clerical Occupations	800	9.38	na	na
Bookkeeper, Hand	190	2.23	12	23
General Office Clerk	240	2.81	14	26
Payroll and/or Timekeeping Clerk	80	0.94	18	13
Secretary	190	2.23	18	22
Typist	30	0.35	33	4
All Other Office Clerical Workers	30	0.35	na	na
Stock Clerk, Stockroom, Warehouse, or Storage Yard	30	0.35	30	6
All Other Plant Clerical Workers	10	0.12	na	na
Sales Occupations	100	1.17	na	na
Sales Agent, Sales Associate, and/or Sales Representative	70	0.82	26	6
All Other Sales Workers	30	0.35	na	na

BANKING
SIC 60
May 1981

This major group includes institutions which are engaged in deposit banking or closely related functions, including fiduciary activities.

Occupation	Estimated Employment	% of Total Empl.	Relative Error (%)	% of Units Reporting the Occupation
TOTAL ALL OCCUPATIONS	6,900	100.00	na	na
Managers and Officers	1,400	20.29	3	100
Professional Occupations	240	3.48	na	na
Financial Analyst	10	0.15	16	8
Systems Analyst, Electronic Data Processing	20	0.29	5	8
Purchasing Agent and/or Buyer	10	0.15	16	17
Accountant and/or Auditor	90	1.30	13	40
Credit Analyst, Chief	20	0.29	10	19
Credit Analyst	20	0.29	29	17
Personnel and/or Labor Relations Specialist	40	0.58	6	35
Public Relations Practitioner	10	0.15	18	15
Appraiser, Real Estate	10	0.15	12	13
All Other Professional Workers	10	0.15	na	na
Technical Occupations	40	0.58	na	na
Computer Programmer	40	0.58	10	10
Service Occupations	120	1.74	na	na
Janitor, Porter, or Cleaner	110	1.59	14	48
Guard or Doorkeeper	10	0.15	39	10
Maintenance and Production Occupations	40	0.58	na	na
Skilled Craft and Kindred Workers	30	0.43	na	na
Operatives and Semiskilled Workers	10	0.15	na	na
Clerical Occupations	5,050	73.19	na	na
Clerical Supervisor, Office or Plant	380	5.51	12	71
Bookkeeping and/or Billing Machine Operator	20	0.29	32	15
Computer Operator	40	0.58	17	27
Keypunch Operator	40	0.58	11	19
Peripheral Electronic Data Processing Equipment Operator	10	0.15	20	10
Proof Machine Operator	100	1.45	25	25
Duplicating Machine Operator	10	0.15	22	10
Coin Machine Operator and/or Currency Sorter	10	0.15	10	10
All Other Office Machine Operators	20	0.29	6	13
Stenographer	20	0.29	26	13
Accounting Clerk	90	1.30	13	50

SIC 60 (cont.)

Occupation	Estimated Employment	% of Total Empl.	Relative Error (%)	% of Units Reporting the Occupation
Bookkeeper, Hand	60	0.87	38	15
Checking Clerk, Bank Records	50	0.72	17	25
Collector	90	1.30	6	50
Credit Reporter	10	0.15	33	6
File Clerk	100	1.45	23	27
Insurance Clerk	10	0.15	8	19
General Office Clerk	380	5.51	11	46
Mail Clerk	40	0.58	5	35
New Accounts Teller	210	3.04	21	56
Order Clerk	10	0.15	18	8
Payroll and/or Timekeeping Clerk	30	0.43	3	25
Personnel Clerk	20	0.29	7	21
Receptionist	40	0.58	13	27
Safe Deposit Clerk	20	0.29	13	27
Secretary	220	3.19	10	75
Statement Clerk	150	2.17	16	46
Switchboard Operator	30	0.43	13	29
Switchboard Operator/Receptionist	30	0.43	17	42
Messenger	50	0.72	10	42
Teller	2,230	32.32	6	98
Transit Clerk	40	0.58	5	10
Typist	70	1.01	10	29
Credit Clerk	90	1.30	8	46
Mortgage Closing Clerk	50	0.72	10	35
Loan Closer	110	1.59	30	40
All Other Office Clerical Workers	150	2.17	na	na
Stock Clerk, Stockroom, Warehouse, or Storage Yard	20	0.29	17	15
Sales Occupations	10	0.15	na	na

Commercial and Stock Savings Bonds
SIC 602
May 1981

This industry category includes banks and trust companies engaged in the business of accepting deposits from the public, except mutual savings banks. These establishments are also engaged in extending credit by means of loans and investments.

Occupation	Estimated Employment	% of Total Empl.	Relative Error (%)	% of Units Reporting the Occupation
TOTAL ALL OCCUPATIONS	4,990	100.00	na	na
Managers and Officers	1,060	21.24	3	100
Professional Occupations	160	3.21	na	na
Financial Analyst	10	0.20	21	11
Systems Analyst, Electronic Data Processing	20	0.40	0	11
Purchasing Agent and/or Buyer	10	0.20	20	21
Accountant and/or Auditor	70	1.40	16	39
Credit Analyst, Chief	10	0.20	7	21
Credit Analyst	10	0.20	10	18
Personnel and/or Labor Relations Specialist	20	0.40	7	36
All Other Professional Workers	10	0.20	na	na
Technical Occupations	30	0.60	na	na
Computer Programmer	30	0.60	11	14
Service Occupations	60	1.20	na	na
Janitor, Porter, or Cleaner	60	1.20	22	43
Maintenance and Production Occupations	40	0.80	na	na
Skilled Craft and Kindred Workers	30	0.60	na	na
Operatives and Semiskilled Workers	10	0.20	na	na
Clerical Occupations	3,630	72.75	na	na
Clerical Supervisor, Office or Plant	270	5.41	15	68
Computer Operator	20	0.40	25	25
Keypunch Operator	40	0.80	13	18
Proof Machine Operator	90	1.80	27	36
Duplicating Machine Operator	10	0.20	31	11
Coin Machine Operator and/or Currency Sorter	10	0.20	10	18
All Other Office Machine Operators	20	0.40	na	na
Stenographer	20	0.40	26	21
Accounting Clerk	60	1.20	21	46
Bookkeeper, Hand	50	1.00	45	14
Checking Clerk, Bank Records	20	0.40	39	21
Collector	70	1.40	6	57
Credit Reporter	10	0.20	33	11
File Clerk	90	1.80	25	29

SIC 602 (cont.)

Occupation	Estimated Employment	% of Total Empl.	Relative Error (%)	% of Units Reporting the Occupation
Insurance Clerk	10	0.20	11	21
General Office Clerk	340	6.81	13	46
Mail Clerk	30	0.60	3	43
New Accounts Teller	150	3.01	30	54
Payroll and/or Timekeeping Clerk	30	0.60	3	25
Personnel Clerk	10	0.20	7	32
Receptionist	20	0.40	17	25
Safe Deposit Clerk	10	0.20	16	32
Secretary	160	3.21	13	75
Statement Clerk	120	2.40	20	46
Switchboard Operator	20	0.40	14	32
Switchboard Operator/Receptionist	20	0.40	28	36
Messenger	40	0.80	11	43
Teller	1,500	30.06	9	100
Transit Clerk	40	0.80	5	18
Typist	50	1.00	13	32
Credit Clerk	50	1.00	17	36
Mortgage Closing Clerk	30	0.60	13	29
Loan Closer	80	1.60	39	29
All Other Office Clerical Workers	130	2.61	na	na
Stock Clerk, Stockroom, Warehouse, or Storage Yard	10	0.20	19	18
Sales Occupations	10	0.20	na	na

CREDIT AGENCIES OTHER THAN BANKS
SIC 61
May 1981

This major group includes establishments engaged in extending credit in the form of loans but not engaged in deposit banking.

Occupation	Estimated Employment	% of Total Empl.	Relative Error (%)	% of Units Reporting the Occupation
TOTAL ALL OCCUPATIONS	1,150	100.00	na	na
Managers and Officers	250	21.74	4	100
Professional Occupations	50	4.35	na	na
Accountant and/or Auditor	10	0.87	16	10
Credit Analyst, Chief	10	0.87	47	7
Credit Analyst	30	2.61	21	15
Service Occupations	20	1.74	na	na
Janitor, Porter, or Cleaner	20	1.74	24	15
Clerical Occupations	810	70.43	na	na
Clerical Supervisor, Office or Plant	60	5.22	11	44
Bookkeeping and/or Billing Machine Operator	10	0.87	31	7
Computer Operator	10	0.87	31	10
Accounting Clerk	10	0.87	27	14
Bookkeeper, Hand	50	4.35	14	36
Collector	50	4.35	15	27
General Office Clerk	70	6.09	16	31
New Accounts Teller	20	1.74	13	20
Receptionist	10	0.87	42	8
Secretary	30	2.61	14	24
Statement Clerk	10	0.87	26	8
Switchboard Operator/Receptionist	10	0.87	31	8
Teller	330	28.70	6	73
Typist	10	0.87	32	8
Credit Clerk	30	2.61	20	22
Mortgage Closing Clerk	10	0.87	31	5
Loan Closer	60	5.22	19	41
All Other Office Clerical Workers	30	2.61	na	na
Sales Occupations	20	1.74	na	na
Sales Agent, Financial Service/Bank	20	1.74	43	7

INSURANCE AND REAL ESTATE
SIC 63 through 66
May 1981

This combination of industries includes insurance carriers of all types (SIC 63); agents and brokers dealing in insurance (SIC 64); real estate operators, and owners and lessors of real property, as well as buyers, sellers, developers, agents, and brokers (SIC 65); and establishments which are regularly engaged in any combination of real estate, insurance, loans, or the practice of law (SIC 66).

Occupation	Estimated Employment	% of Total Empl.	Relative Error (%)	% of Units Reporting the Occupation
TOTAL ALL OCCUPATIONS	8,420	100.00	na	na
Managers and Officers	1,210	14.37	3	84
Professional Occupations	900	10.69	na	na
Engineers	10	0.12	23	1
Mathematical Scientists	40	0.48	na	na
Systems Analyst, Electronic Data Processing	50	0.59	0	1
Accountant and/or Auditor	90	1.07	10	9
Nurse, Professional	20	0.24	5	1
Personnel and/or Labor Relations Specialist	20	0.24	7	1
Safety Inspector	60	0.71	33	4
Appraiser, Real Estate	30	0.36	38	2
Special Agent, Insurance	150	1.78	39	6
Claim Examiner, Property and/or Casualty Insurance	50	0.59	47	4
Underwriter	280	3.33	10	12
All Other Professional Workers	100	1.19	na	na
Technical Occupations	220	2.61	na	na
Computer Programmer	70	0.83	9	2
All Other Technical Workers	150	1.78	na	na
Service Occupations	350	4.16	na	na
Maid	30	0.36	25	4
All Other Janitors, Porters, or Cleaners	220	2.61	11	18
Guard or Doorkeeper	60	0.71	25	3
Food Service Workers	40	0.48	36	1
Maintenance and Production Occupations	610	7.24	na	na
Supervisor, Nonworking	40	0.48	18	6
Carpenter	30	0.36	46	3
Electrician	10	0.12	2	1
Maintenance Repairer, General Utility	210	2.49	11	16
Helper, Skilled Trades	30	0.36	25	3
Painter, Maintenance	30	0.36	33	3
Gardener and/or Groundskeeper	220	2.61	7	13

SIC 63 through 66 (cont.)

Occupation	Estimated Employment	% of Total Empl.	Relative Error (%)	% of Units Reporting the Occupation
All Other Skilled Craft and Kindred Workers	10	0.12	na	na
All Other Operatives and Semiskilled Workers	20	0.24	na	na
All Other Laborers and Unskilled Workers	10	0.12	na	na
Clerical Occupations	4,120	48.93	na	na
Clerical Supervisor, Office or Plant	230	2.73	6	16
Bookkeeping and/or Billing Machine Operator	30	0.36	20	5
Computer Operator	30	0.36	18	2
Keypunch Operator	100	1.19	6	3
Duplicating Machine Operator	30	0.36	0	1
All Other Office Machine Operators	30	0.36	na	na
Stenographer	70	0.83	38	6
Accounting Clerk	220	2.61	4	14
Bookkeeper, Hand	130	1.54	10	22
Cashier	30	0.36	27	6
Claim Adjuster	260	3.09	15	9
Claims Clerk	250	2.97	20	21
File Clerk	100	1.19	19	7
General Office Clerk	500	5.94	8	39
Mail Clerk	40	0.48	3	3
Payroll and/or Timekeeping Clerk	10	0.12	21	2
Personnel Clerk	10	0.12	12	1
Policy Change Clerk	50	0.59	19	4
Rater	290	3.44	11	14
Real Estate Clerk	10	0.12	36	1
Receptionist	70	0.83	21	8
Secretary	350	4.16	7	30
Switchboard Operator	30	0.36	37	4
Switchboard Operator/Receptionist	50	0.59	17	12
Typist	210	2.49	9	13
Insurance Checker	70	0.83	17	6
Claim Examiner, Life, Accident, and Health Insurance	210	2.49	2	3
All Other Office Clerical Workers	690	8.19	na	na
Plant Clerical Workers	20	0.24	na	na
Sales Occupations	1,010	12.00	na	na
Placer	30	0.36	30	2
Real Estate Broker	30	0.36	24	4
Sales Agent, Sales Associate, and/or Sales Representative, Real Estate	40	0.48	29	3
Sales Agent, Sales Associate, and/or Sales Representative, Insurance	870	10.33	10	28
All Other Sales Agents, Sales Associates, and/or Sales Representatives	40	0.48	na	na

INSURANCE
SIC 63
May 1981

This major group includes insurance carriers of all types.

Occupation	Estimated Employment	% of Total Empl.	Relative Error (%)	% of Units Reporting the Occupation
TOTAL ALL OCCUPATIONS	4,410	100.00	na	na
Managers and Officers	440	9.98	7	100
Professional Occupations	590	13.38	na	na
Systems Analyst, Electronic Data Processing	50	1.13	0	1
Accountant and/or Auditor	60	1.36	11	2
Personnel and/or Labor Relations Specialist	20	0.45	7	15
Safety Inspector	50	1.13	38	22
Underwriter	150	3.40	17	33
All Other Professional Workers	260	5.90	na	na
Technical Occupations	210	4.76	na	na
Computer Programmer	70	1.59	9	15
All Other Technical Workers	140	3.17	na	na
Service Occupations	40	0.91	na	na
Janitor, Porter, or Cleaner	30	0.68	25	15
All Other Service Workers	10	0.23	na	na
Maintenance and Production Occupations	30	0.68	na	na
Skilled Craft and Kindred Workers	20	0.45	na	na
Operatives and Semiskilled Workers	10	0.23	na	na
Clerical Occupations	2,480	56.23	na	na
Clerical Supervisor, Office or Plant	170	3.85	7	41
Computer Operator	30	0.68	19	15
Keypunch Operator	90	2.04	7	19
Duplicating Machine Operator	30	0.68	0	11
All Other Office Machine Operators	30	0.68	0	15
Accounting Clerk	150	3.40	2	22
Cashier	20	0.45	44	22
Claim Adjuster	120	2.72	26	37
Claims Clerk	150	3.40	27	37
File Clerk	70	1.59	27	26
General Office Clerk	160	3.63	18	59
Mail Clerk	40	0.91	3	22
Personnel Clerk	10	0.23	12	15
Rater	130	2.95	20	30
Secretary	150	3.40	11	41
Switchboard Operator/Receptionist	10	0.23	49	11
Typist	120	2.72	13	26

SIC 63 (cont.)

Occupation	Estimated Employment	% of Total Empl.	Relative Error (%)	% of Units Reporting the Occupation
Claim Examiner, Life, Accident, and Health Insurance	210	4.76	1	15
All Other Office Clerical Workers	770	17.46	na	na
Plant Clerical Workers	20	0.45	na	na
Sales Occupations	620	14.06	na	na
Sales Agent, Sales Associate, and/or Sales Representative, Insurance	600	13.61	14	56
All Other Sales Workers	20	0.45	na	na

INSURANCE AGENTS, BROKERS, AND SERVICE
SIC 64
May 1981

This major group includes agents and brokers dealing in insurance, and also organizations offering services to insurance companies and to policy holders.

Occupation	Estimated Employment	% of Total Empl.	Relative Error (%)	% of Units Reporting the Occupation
TOTAL ALL OCCUPATIONS	2,170	100.00	na	na
Managers and Officers	420	19.35	4	94
Professional Occupations	230	10.60	na	na
Accountant and/or Auditor	10	0.46	24	7
Investigator, Insurance	10	0.46	39	4
Safety Inspector	10	0.46	38	4
Special Agent, Insurance	40	1.84	21	5
Claim Examiner, Property and/or Casualty Insurance	20	0.92	28	6
Underwriter	110	5.07	14	17
All Other Professional Workers	30	1.38	na	na
Service Occupations	20	0.92	na	na
Janitor, Porter, or Cleaner	20	0.92	27	6
Clerical Occupations	1,220	56.22	na	na
Clerical Supervisor, Office or Plant	40	1.84	16	19
Bookkeeping and/or Billing Machine Operator	20	0.92	21	11
Stenographer	20	0.92	30	7
Accounting Clerk	40	1.84	14	19
Bookkeeper, Hand	60	2.76	12	25
Cashier	10	0.46	27	7
Claim Adjuster	140	6.45	18	14
Claims Clerk	90	4.15	9	41
File Clerk	30	1.38	13	12
General Office Clerk	220	10.14	12	37
Policy Change Clerk	40	1.84	26	8
Rater	160	7.37	13	26
Receptionist	30	1.38	22	10
Secretary	110	5.07	11	32
Switchboard Operator/Receptionist	30	1.38	17	18
Typist	70	3.23	13	16
Insurance Checker	60	2.76	15	13
All Other Office Clerical Workers	50	2.30	na	na
Sales Occupations	280	12.90	na	na
Placer	20	0.92	37	4
Sales Agent, Sales Associate, and/or Sales Representative, Insurance	250	11.52	9	48
All Other Sales Workers	10	0.46	na	na

HOTELS, ROOMING HOUSES, CAMPS, AND OTHER LODGING PLACES
SIC 70
May 1981

This major group includes commercial and institutional establishments engaged in furnishing lodging, o· lodging and meals, and camping space and camping facilities, on a fee basis.

Occupation	Estimated Employment	% of Total Empl.	Relative Error (%)	% of Units Reporting the Occupation
TOTAL ALL OCCUPATIONS	5,490	100.00	na	na
Managers and Officers	520	9.47	8	76
Professional Occupations	130	2.37	na	na
Service Occupations	3,700	67.40	na	na
Supervisor, Nonworking	30	0.55	25	12
Maid	1,450	26.41	6	87
House Cleaner	70	1.28	17	15
All Other Janitors, Porters, or Cleaners	90	1.64	19	21
Guard or Doorkeeper	20	0.36	26	5
Bartender	220	4.01	14	36
Dining Room Attendant, Bartender Helper, or Cafeteria Attendant	40	0.73	30	11
Host/Hostess, Restaurant, Lounge, or Coffee Shop	90	1.64	10	22
Kitchen Helper	250	4.55	10	41
Waiter or Waitress	840	15.30	7	46
Cook, Short Order and/or Speciality Fast Foods	50	0.91	30	8
Cook, Restaurant	230	4.19	10	41
Pantry, Sandwich, and/or Coffee Maker	20	0.36	26	8
Cook, Institution	40	0.73	32	6
All Other Food Service Workers	10	0.18	na	na
Bellhop, Baggage Porter, Doorkeeper, and/or Room Service Attendant	30	0.55	20	8
Housekeeper	110	2.00	15	41
All Other Service Workers	110	2.00	na	na
Maintenance and Production Occupations	390	7.10	na	na
Washer, Machine, and/or Starcher	20	0.36	12	5
Laundry Operator, Small Establishment	50	0.91	25	18
Maintenance Repairer, General Utility	220	4.01	13	44
Painter, Maintenance	10	0.18	28	4
Gardener and/or Groundskeeper	50	0.91	27	12
All Other Skilled Craft and Kindred Workers	10	0.18	na	na
All Other Laborers and Unskilled Workers	30	0.55	na	na
Clerical Occupations	700	12.75	na	na
Clerical Supervisor, Office or Plant	10	0.18	16	8
Accounting Clerk	20	0.36	29	8

SIC 70 (cont.)

Occupation	Estimated Employment	% of Total Empl.	Relative Error (%)	% of Units Reporting the Occupation
Bookkeeper, Hand	100	1.82	14	34
Cashier	50	0.91	16	12
Desk Clerk	400	7.29	9	56
Payroll and/or Timekeeping Clerk	20	0.36	30	12
Secretary	40	0.73	19	19
All Other Office Clerical Workers	60	1.09	na	na
Sales Occupations	50	0.91	na	na
Sales Representative, Sales Agent, and/or Sales Associate	20	0.36	14	8
All Other Sales Workers	30	0.55	na	na

Hotels, Motels, and Tourist Courts
SIC 701
May 1981

This industry category includes commercial establishments, known to the public as hotels, motor-hotels, motels, or tourist courts, primarily engaged in providing lodging, or lodging and meals, for the general public.

Occupation	Estimated Employment	% of Total Empl.	Relative Error (%)	% of Units Reporting the Occupation
TOTAL ALL OCCUPATIONS	4,770	100.00	na	na
Managers and Officers	420	8.81	7	78
Professional Occupations	30	0.63	na	na
Accountant and/or Auditor	20	0.42	31	13
All Other Professional Workers	10	0.21	na	na
Service Occupations	3,310	69.39	na	na
Supervisor, Nonworking	40	0.84	25	14
Maid	1,340	28.09	6	94
House Cleaner	60	1.26	17	18
All Other Janitors, Porters, or Cleaners	70	1.47	17	21
Guard or Doorkeeper	20	0.42	26	6
Bartender	220	4.61	14	43
Dining Room Attendant, Bartender Helper, or Cafeteria Attendant	40	0.84	30	13
Host/Hostess, Restaurant, Lounge, or Coffee Shop	90	1.89	10	26
Kitchen Helper	230	4.82	9	43
Waiter or Waitress	790	16.56	7	50
Cook, Short Order and/or Speciality Fast Foods	40	0.84	32	9
Cook, Restaurant	200	4.19	9	44
Pantry, Sandwich, and/or Coffee Maker	20	0.42	26	10
All Other Food Service Workers	10	0.21	na	na
Bellhop, Baggage Porter, Doorkeeper, and/or Room Service Attendant	30	0.63	20	10
Housekeeper	100	2.10	15	46
All Other Service Workers	10	0.21	na	na
Maintenance and Production Occupations	310	6.50	na	na
Washer, Machine, and/or Starcher	20	0.42	12	6
Laundry Operator, Small Establishment	40	0.84	22	20
Maintenance Repairer, General Utility	160	3.35	14	44
Painter, Maintenance	10	0.21	28	5
Gardener and/or Groundskeeper	40	0.84	26	13
All Other Skilled Craft and Kindred Workers	10	0.21	na	na
All Other Laborers and Unskilled Workers	30	0.63	na	na

SIC 701 (cont.)

Occupation	Estimated Employment	% of Total Empl.	Relative Error (%)	% of Units Reporting the Occupation
Clerical Occupations	680	14.26	na	na
Clerical Supervisor, Office or Plant	10	0.21	16	10
Accounting Clerk	20	0.42	29	10
Bookkeeper, Hand	100	2.10	14	39
Cashier	50	1.05	16	14
Desk Clerk	390	8.18	9	65
Payroll and/or Timekeeping Clerk	20	0.42	28	13
Secretary	30	0.63	16	20
All Other Office Clerical Workers	60	1.26	na	na
Sales Occupations	20	0.42	na	na
Sales Representative, Sales Agent, and/or Sales Associate	10	0.21	14	10
Sales Clerk	10	0.21	25	5

PERSONAL SERVICES
SIC 72
May 1981

This major group includes establishments primarily engaged in providing services generally involving the care of the person or his apparel, such as laundries, dry cleaning plants, portrait photographic studios, and beauty and barber shops.

Occupation	Estimated Employment	% of Total Empl.	Relative Error (%)	% of Units Reporting the Occupation
TOTAL ALL OCCUPATIONS	2,890	100.00	na	na
Managers and Officers	420	14.53	4	68
Professional Occupations	130	4.50	na	na
Embalmer	40	1.38	7	10
Musician, Instrumental	10	0.35	17	3
All Other Professional Workers	80	2.77	na	na
Service Occupations	1,030	35.64	na	na
Maid	20	0.69	10	8
All Other Janitors, Porters, or Cleaners	40	1.38	10	8
Barber	40	1.38	15	5
Cosmetologist and/or Hairstylist	670	23.18	1	36
Funeral Attendant	70	2.42	5	15
Instructor, Reducing	150	5.19	20	4
Mortuary Beautician	20	0.69	10	6
All Other Service Workers	20	0.69	na	na
Maintenance and Production Occupations	760	26.30	na	na
Supervisor, Nonworking	10	0.35	16	2
Laundry Machine Mechanic	20	0.69	21	4
Developer and/or Projection Printer	10	0.35	34	3
Marker, Classifier, Wet Wash Assembler, Detacher, and/or Checker	30	1.04	12	4
Spotter, Dry Cleaning	10	0.35	21	3
Spotter, Washable Materials	10	0.35	33	2
Washer, Machine, and/or Starcher	50	1.73	9	8
Tumbler Operator	20	0.69	17	3
Dry Cleaning Machine Operator	20	0.69	18	6
Laundry Operator, Small Establishment	50	1.72	18	4
Presser, Hand	10	0.35	34	2
Presser, Machine	80	2.77	12	12
Laundry Presser, Machine	130	4.50	8	10
Rug Cleaner, Hand	20	0.69	41	2
All Other Laundry Workers	10	0.35	na	na
Delivery or Route Worker	110	3.81	7	12
Folder, Laundry	50	1.73	8	6
Maintenance Repairer, General Utility	10	0.35	27	3
Mender	10	0.35	24	3
Production Packager, Hand or Machine	20	0.69	19	3
Alteration Tailor	20	0.69	25	4

SIC 72 (cont.)

Occupation	Estimated Employment	% of Total Empl.	Relative Error (%)	% of Units Reporting the Occupation
Gardener and/or Groundskeeper	10	0.35	21	2
Chauffeur	10	0.35	17	2
All Other Skilled Craft and Kindred Workers	10	0.35	na	na
All Other Laborers and Unskilled Workers	30	1.04	na	na
Clerical Occupations	480	16.61	na	na
Accounting Clerk	10	0.35	28	2
Bookkeeper, Hand	30	1.04	16	9
Counter Clerk	170	5.88	9	17
General Office Clerk	60	2.08	10	15
Payroll and/or Timekeeping Clerk	10	0.35	27	2
Receptionist	50	1.73	11	14
Secretary	20	0.69	16	6
All Other Office Clerical Workers	120	4.15	na	na
Stock Clerk, Stockroom, Warehouse, or Storage Yard	10	0.35	34	2
Sales Occupations	70	2.42	na	na
Sales Representative, Sales Agent, and/or Sales Associate	60	2.08	19	5
All Other Sales Workers	10	0.35	na	na

BUSINESS SERVICES
SIC 73
June 1981

This major group includes establishments primarily engaged in rendering services, not elsewhere classified, to business establishments on a fee or contract basis, such as advertising and mailing services; building maintenance services; employment service; management and consulting services; protective services; equipment rental and leasing (except finance leasing); commercial research, development, and testing; photofinishing; and personnel supply services.

Occupation	Estimated Employment	% of Total Empl.	Relative Error (%)	% of Units Reporting the Occupation
TOTAL ALL OCCUPATIONS	5,930	100.00	na	na
Managers and Officers	600	10.12	11	75
Professional Occupations	500	8.43	na	na
Systems Analyst, Business	30	0.51	32	5
Photographer	20	0.34	34	4
Accountant and/or Auditor	20	0.34	35	7
Media Buyer	20	0.34	33	4
Commercial Artist	40	0.67	37	6
Writer and/or Editor	40	0.67	25	7
Personnel and/or Labor Relations Specialist	20	0.34	46	5
All Other Professional Workers	310	5.23	na	na
Technical Occupations	130	2.19	na	na
Computer Programmer, Business	40	0.67	31	7
All Other Technical Workers	90	1.52	na	na
Service Occupations	2,380	40.13	na	na
House Cleaner	440	7.42	17	16
All Other Janitors, Porters, or Cleaners	710	11.97	na	na
Guard or Doorkeeper	1,130	19.06	25	15
All Other Service Workers	100	1.69	na	na
Maintenance and Production Occupations	550	9.27	na	na
Supervisor, Nonworking	40	0.67	41	8
Mechanics and Repairers	140	2.36	na	na
All Other Skilled Craft and Kindred Workers	30	0.51	na	na
Operatives and Semiskilled Workers	290	4.89	na	na
Laborers and Unskilled Workers	50	0.84	na	na
Clerical Occupations	1,580	26.64	na	na
Clerical Supervisor, Office or Plant	30	0.51	28	10
Computer Operator	80	1.35	24	7
Keypunch Operator	120	2.02	32	8
Duplicating Machine Operator	40	0.67	37	6
All Other Office Machine Operators	140	2.36	na	na

SIC 73 (cont.)

Occupation	Estimated Employment	% of Total Empl.	Relative Error (%)	% of Units Reporting the Occupation
Accounting Clerk	50	0.84	28	11
Bookkeeper, Hand	50	0.84	22	13
Collector	40	0.67	25	4
File Clerk	20	0.34	39	5
General Office Clerk	220	3.71	36	19
Payroll and/or Timekeeping Clerk	60	1.01	28	8
Secretary	200	3.37	19	36
Switchboard Operator	130	2.19	50	4
Switchboard Operator/Receptionist	20	0.34	25	6
Typist	120	2.02	13	14
All Other Office Clerical Workers	230	3.88	na	na
Plant Clerical Workers	30	0.51	na	na
Sales Occupations	190	3.20	na	na
Sales Representative, Sales Agent, and/or Sales Associate	160	2.70	na	na
All Other Sales Workers	30	0.51	na	na

AUTO REPAIR, SERVICES, AND GARAGES
SIC 75
May 1981

This major group includes establishments primarily engaged in furnishing automotive repair, rental, leasing, and parking services to the general public.

Occupation	Estimated Employment	% of Total Empl.	Relative Error (%)	% of Units Reporting the Occupation
TOTAL ALL OCCUPATIONS	2,210	100.00	na	na
Managers and Officers	340	15.38	6	80
Professional Occupations	10	0.45	na	na
Service Occupations	20	0.91	na	na
Maintenance and Production Occupations	1,410	63.80	na	na
Supervisor, Nonworking	30	1.36	20	10
Mechanic, Automotive	350	15.84	13	45
Automotive Body Repairer	280	12.67	16	34
Diesel Mechanic	100	4.52	28	8
All Other Mechanics and Repairers	50	2.26	na	na
Truck Driver	40	1.81	31	8
Cleaner, Vehicle	110	4.98	21	15
Painter, Automotive	80	3.62	27	14
Welder and/or Flamecutter	20	0.91	34	6
Service Station Attendant, Fuel Pump Attendant, and/or Lubricator	100	4.52	24	15
Skilled Craft and Kindred Workers	10	0.45	na	na
All Other Operatives and Semiskilled Workers	210	9.50	na	na
All Other Laborers and Unskilled Workers	30	1.36	na	na
Clerical Occupations	390	17.65	na	na
Accounting Clerk	10	0.45	27	8
Bookkeeper, Hand	50	2.26	20	20
Car Rental Clerk	90	4.07	19	9
General Office Clerk	110	4.98	12	38
Secretary	20	0.91	33	8
All Other Office Clerical Workers	80	3.62	na	na
Stock Clerk, Stockroom, Warehouse, or Storage Yard	30	1.36	16	14
Sales Occupations	40	1.81	na	na
Sales Representative, Sales Agent, and/or Sales Associate	40	1.81	18	11

MISCELLANEOUS REPAIR SERVICES
SIC 76
June 1981

This major group includes establishments engaged in miscellaneous repair services, such as electrical repair shops; watch, clock, and jewelry repair; reupholstery and furniture repair; and bicycle repair, gun repair, and typewriter repair.

Occupation	Estimated Employment	% of Total Empl.	Relative Error (%)	% of Units Reporting the Occupation
TOTAL ALL OCCUPATIONS	970	100.00	na	na
Managers and Officers	120	12.37	6	74
Professional Occupations	10	1.03	na	na
Technical Occupations	60	6.19	na	na
Electrical and/or Electronic Technician	60	6.19	26	15
Service Occupations	10	1.03	na	na
Maintenance and Production Occupations	630	64.95	na	na
Supervisor, Nonworking	20	2.06	16	11
Electric Motor Repairer	120	12.37	9	17
Refrigeration Mechanic and/or Air Conditioning Mechanic	30	3.09	29	9
Television Servicer and Repairer, Radio Repairer, and/or Tape Recorder Repairer	20	2.06	35	8
All Other Mechanics and Repairers	30	3.09	na	na
Truck Driver	10	1.03	31	11
Electrician	30	3.09	30	13
Machinist	30	3.09	22	13
Helper, Trades	40	4.12	20	21
Welder and/or Flamecutter	110	11.34	11	17
Furniture Upholsterer	30	3.09	23	9
All Other Skilled Craft and Kindred Workers	110	11.34	na	na
All Other Operatives and Semiskilled Workers	30	3.09	na	na
All Other Laborers and Unskilled Workers	20	2.06	na	na
Clerical Occupations	100	10.31	na	na
Bookkeeper, Hand	20	2.06	20	23
General Office Clerk	30	3.09	17	25
Secretary	30	3.09	15	26
All Other Office Clerical Workers	10	1.03	na	na
Shipping and/or Receiving Clerk	10	1.03	21	8
Sales Occupations	40	4.12	na	na
Sales Representative, Sales Agent, and/or Sales Associate	20	2.06	24	15
Sales Clerk	20	2.06	33	11

MOTION PICTURES
SIC 78
April 1981

This major group includes establishments producing and distributing motion pictures, exhibiting motion pictures in commercially operated theaters, and furnishing services to the motion picture industry.

Occupation	Estimated Employment	% of Total Empl.	Relative Error (%)	% of Units Reporting the Occupation
TOTAL ALL OCCUPATIONS	390	100.00	na	na
Managers and Officers	60	15.38	14	94
Professional Occupations	10	2.56	na	na
Service Occupations	130	33.33	na	na
Janitor, Porter, or Cleaner	40	10.26	12	67
Guard or Doorkeeper	10	2.56	46	17
Counter Attendant, Lunchroom, Coffee Shop, or Cafeteria	20	5.13	33	22
All Other Food Service Workers	10	2.56	na	na
Usher, Lobby Attendant, Ticket Taker, and/or Drive-In Theater Attendant	50	12.82	15	56
Maintenance and Production Occupations	80	20.51	na	na
Motion Picture Projectionist	80	20.51	11	89
Clerical Occupations	80	20.51	na	na
Cashier	70	17.95	18	78
All Other Office Clerical Workers	10	2.56	na	na
Sales Occupations	30	7.69	na	na
Sales Clerk	30	7.69	25	28

AMUSEMENT AND RECREATION SERVICES, EXCEPT MOTION PICTURES
SIC 79
April 1981

This major group includes establishments engaged in providing amusement or entertainment on payment of a fee or admission charge, except motion picture theaters.

Occupation	Estimated Employment	% of Total Empl.	Relative Error (%)	% of Units Reporting the Occupation
TOTAL ALL OCCUPATIONS	1,970	100.00	na	na
Managers and Officers	260	13.20	15	69
Professional Occupations	350	17.77	na	na
Public Relations Practitioner	10	0.51	38	6
Sports Instructor	60	3.05	18	24
Group Recreation Worker	10	0.51	46	4
All Other Professional Workers	270	13.71	na	na
Technical Occupations	10	0.51	na	na
Service Occupations	530	26.90	na	na
Supervisor, Nonworking	10	0.51	38	6
Janitor, Porter, or Cleaner	60	3.05	27	14
Guard or Doorkeeper	20	1.02	47	4
Bartender	40	2.03	29	13
Kitchen Helper	10	0.51	44	4
Waiter or Waitress	50	2.54	38	8
Cook, Short Order and/or Speciality Fast Foods	20	1.02	44	6
Cook, Restaurant	10	0.51	39	7
All Other Food Service Workers	30	1.52	na	na
Child Care Attendant	10	0.51	47	4
Recreation Facility Attendant	130	6.60	23	17
Game Operator, Ride Operator, or Concession Worker	80	4.06	35	4
All Other Service Workers	60	3.05	na	na
Maintenance and Production Occupations	370	18.78	na	na
Pinsetter Mechanic, Automatic	10	0.51	47	6
All Other Mechanics and Repairers	30	1.52	na	na
Maintenance Repairer, General Utility	70	3.55	28	17
Pin Chaser	50	2.54	19	7
Gardener and/or Groundskeeper	190	9.64	14	38
All Other Skilled Craft and Kindred Workers	10	0.51	na	na
All Other Operatives and Semiskilled Workers	10	0.51	na	na
Clerical Occupations	360	18.27	na	na
Accounting Clerk	10	0.51	23	4
Bookkeeper, Hand	40	2.03	17	22

SIC 79 (cont.)

Occupation	Estimated Employment	% of Total Empl.	Relative Error (%)	% of Units Reporting the Occupation
Cashier	200	10.15	42	19
Desk Clerk, Bowling	30	1.52	35	8
General Office Clerk	20	1.02	27	10
Receptionist	30	1.52	42	7
Secretary	20	1.02	24	14
All Other Office Clerical Workers	10	0.51	na	na
Sales Occupations	90	4.57	na	na
Sales Clerk	70	3.55	27	11
All Other Sales Workers	20	1.02	na	na

HEALTH SERVICES, EXCEPT HOSPITALS
SIC 80, EXCEPT SIC 806
May 1981

This major group includes establishments, other than hospitals, primarily engaged in furnishing medical and other health services to persons.

Occupation	Estimated Employment	% of Total Empl.	Relative Error (%)	% of Units Reporting the Occupation
TOTAL ALL OCCUPATIONS	15,810	100.00	na	na
Managers and Officers	980	6.20	5	74
Professional Occupations	2,650	16.76	na	na
Psychologist	60	0.38	34	2
Accountant and/or Auditor	50	0.32	23	11
Caseworker	220	1.39	14	14
Dentist	190	1.20	13	8
Dietition and/or Nutritionist	60	0.38	9	17
Nurse, Professional	1,090	6.89	5	54
Occupational Therapist	20	0.13	13	4
Personnel and/or Labor Relations Specialist	10	0.06	24	2
Physical Therapist	50	0.32	18	10
Physician and/or Surgeon	680	4.30	9	29
Group Recreation Worker	100	0.63	6	19
Manual Arts, Music, and/or Recreation Therapist	20	0.13	16	6
Speech Pathologist and/or Audiologist	20	0.13	18	1
All Other Professional Workers	80	0.51	na	na
Technical Occupations	2,010	12.71	na	na
Dental Assistant	390	2.47	7	12
Licensed Practical Nurse	760	4.81	5	47
Physician's Assistant	90	0.57	21	7
Radiologic Technician	150	0.95	20	9
Medical Record Librarian	10	0.06	28	2
Dental Hygienist	370	2.34	10	12
Medical Laboratory Technologist	130	0.82	37	5
Medical Laboratory Technician	30	0.19	32	4
Dietetic Technician	30	0.19	34	5
Physical Therapy Assistant	20	0.13	37	4
All Other Technical Workers	30	0.19	na	na
Service Occupations	7,630	48.26	na	na
Supervisor, Nonworking	20	0.13	22	4
Maid	620	3.92	4	40
All Other Janitors, Porters, or Cleaners	150	0.95	16	19
Dining Room Attendant, Bartender Helper, or Cafeteria Attendant	20	0.13	23	1
Kitchen Helper	780	4.93	4	34
Cook, Institution	380	2.40	3	36

SIC 80, Except SIC 806 (cont.)

Occupation	Estimated Employment	% of Total Empl.	Relative Error (%)	% of Units Reporting the Occupation
All Other Food Service Workers	50	0.32	na	na
Housekeeper	100	0.63	11	20
Nurse Aide and/or Orderly	4,970	31.44	2	45
Social Service Aide	120	0.76	8	24
Medical Assistant	290	1.83	17	14
All Other Service Workers	130	0.82	na	na
Maintenance and Production Occupations	550	3.48	na	na
Washer, Machine, and/or Starcher	220	1.39	7	25
Laundry Presser, Machine	30	0.19	19	4
Maintenance Repairer, General Utility	110	0.70	5	25
Helper, Trades	10	0.06	37	1
Dental Laboratory Technician	70	0.44	43	2
Sewer, Custom	10	0.06	26	2
Gardener and/or Groundskeeper	30	0.19	24	7
All Other Skilled Craft and Kindred Workers	50	0.32	na	na
All Other Operatives and Semiskilled Workers	10	0.06	na	na
All Other Laborers and Unskilled Workers	10	0.06	na	na
Clerical Occupations	1,980	12.52	na	na
Clerical Supervisor, Office or Plant	30	0.19	19	8
Bookkeeping and/or Billing Machine Operator	50	0.32	32	4
Accounting Clerk	50	0.32	22	10
Bookkeeper, Hand	130	0.82	15	21
Cashier	50	0.32	47	4
File Clerk	50	0.32	26	5
General Office Clerk	290	1.83	17	27
Insurance Clerk, Medical	110	0.70	25	9
Payroll and/or Timekeeping Clerk	30	0.19	16	10
Personnel Clerk	10	0.06	15	2
Receptionist	320	2.02	11	29
Secretary	580	3.67	9	37
Switchboard Operator	10	0.06	20	2
Switchboard Operator/Receptionist	70	0.44	19	9
Typist	100	0.63	16	10
All Other Office Clerical Workers	40	0.25	na	na
Shipping and/or Receiving Clerk	20	0.13	28	1
All Other Plant Clerical Workers	40	0.25	na	na
Sales Occupations	10	0.06	na	na

Nursing and Personal Care Facilities
SIC 805
May 1981

This industry category includes establishments primarily engaged in providing nursing and health-related personal care, with inpatient beds.

Occupation	Estimated Employment	% of Total Empl.	Relative Error (%)	% of Units Reporting the Occupation
TOTAL ALL OCCUPATIONS	9,450	100.00	na	na
Managers and Officers	440	4.66	4	96
Professional Occupations	810	8.57	na	na
Accountant and/or Auditor	20	0.21	14	15
Caseworker	30	0.32	10	25
Dietition and/or Nutritionist	60	0.63	8	38
Nurse, Professional	530	5.61	4	84
Occupational Therapist	10	0.11	28	4
Personnel and/or Labor Relations Specialist	10	0.11	28	4
Physical Therapist	20	0.21	16	14
Physician and/or Surgeon	10	0.11	27	4
Group Recreation Worker	100	1.06	6	47
Manual Arts, Music, and/or Recreation Therapist	20	0.21	16	14
Technical Occupations	640	6.77	na	na
Licensed Practical Nurse	590	6.24	3	89
Medical Record Librarian	10	0.11	28	4
Dietetic Technician	20	0.21	19	10
Physical Therapy Assistant	10	0.11	23	9
All Other Technical Occupations	10	0.11	na	na
Service Occupations	6,880	72.80	na	na
Supervisor, Nonworking	10	0.11	22	9
Maid	550	5.82	3	83
All Other Janitors, Porters, or Cleaners	70	0.74	13	27
Dining Room Attendant, Bartender Helper, or Cafeteria Attendant	20	0.21	23	3
Kitchen Helper	780	8.25	4	86
Cook, Institution	380	4.02	3	91
All Other Food Service Workers	50	0.53	na	na
Housekeeper	90	0.95	10	48
Nurse Aide and/or Orderly	4,750	50.26	1	98
Social Service Aide	80	0.85	6	53
All Other Service Workers	100	1.06	na	na
Maintenance and Production Occupations	400	4.23	na	na
Washer, Machine, and/or Starcher	220	2.33	7	63
Laundry Presser, Machine	30	0.32	19	10
Maintenance Repairer, General Utility	100	1.06	5	58

SIC 805 (cont.)

Occupation	Estimated Employment	% of Total Empl.	Relative Error (%)	% of Units Reporting the Occupation
Helper, Trades	10	0.11	37	3
Sewer, Custom	10	0.11	26	4
Gardener and/or Groundskeeper	20	0.21	16	13
All Other Laborers and Unskilled Workers	10	0.11	na	na
Clerical Occupations	280	2.96	na	na
Clerical Supervisor, Office or Plant	10	0.11	20	6
Accounting Clerk	20	0.21	15	12
Bookkeeper, Hand	40	0.42	9	27
General Office Clerk	60	0.63	10	30
Payroll and/or Timekeeping Clerk	20	0.21	17	12
Personnel Clerk	10	0.11	17	5
Receptionist	30	0.32	16	20
Secretary	20	0.21	14	14
Switchboard Operator/Receptionist	30	0.32	21	7
Typist	10	0.11	36	3
Plant Clerical Workers	30	0.32	na	na

LEGAL SERVICES
SIC 81
June 1981

This major group includes establishments engaged in offering legal advice or legal services the head or heads of which are members of the bar.

Occupation	Estimated Employment	% of Total Empl.	Relative Error (%)	% of Units Reporting the Occupation
TOTAL ALL OCCUPATIONS	2,180	100.00	na	na
Managers and Officers	60	2.75	33	29
Professional Occupations	800	36.70	na	na
Law Clerk	70	3.21	21	33
Lawyer	570	26.15	8	78
Paralegal Personnel	160	7.34	14	49
Service Occupations	50	2.29	na	na
Janitor, Porter, or Cleaner	50	2.29	32	20
Clerical Occupations	1,270	58.26	na	na
Accounting Clerk	30	1.38	29	22
Bookkeeper, Hand	90	4.13	16	45
Receptionist	40	1.83	35	14
Secretary	920	42.20	6	96
Switchboard Operator/Receptionist	50	2.29	21	41
Typist	30	1.38	32	16
All Other Office Clerical Workers	110	5.05	na	na

SOCIAL SERVICES
SIC 83
May 1981

This major group includes establishments providing social services and rehabilitation services to those persons with social or personal problems requiring special services and to the handicapped and the disadvantaged.

Occupation	Estimated Employment	% of Total Empl.	Relative Error (%)	Reporting the Occupation
TOTAL ALL OCCUPATIONS	5,530	100.00	na	na
Managers and Officers	700	12.66	10	94
Professional Occupations	1,550	28.03	na	na
Psychologist	40	0.72	35	11
Vocational and Educational Counselor	280	5.06	34	24
Teachers	250	4.52	na	na
Accountant and/or Auditor	30	0.54	36	22
Budget Analyst	10	0.18	34	9
Caseworker	300	5.42	18	46
Dietitian and/or Nutritionist	40	0.72	36	19
Nurse, Professional	170	3.07	31	31
Physician and/or Surgeon	10	0.18	4	7
Public Relations Practitioner	20	0.36	40	13
Community Organization Worker	130	2.35	27	28
Group Recreation Worker	60	1.09	35	20
All Other Professional Workers	210	3.80	na	na
Technical Occupations	30	0.54	na	na
Licensed Practical Nurse	20	0.36	45	11
All Other Technical Workers	10	0.18	na	na
Service Occupations	1,740	31.46	na	na
Supervisor, Nonworking	30	0.54	45	9
Maid	100	1.81	29	24
All Other Janitors, Porters, or Cleaners	60	1.09	37	31
Kitchen Helper	60	1.09	42	17
Cook, Institution	190	3.44	17	52
All Other Food Service Workers	100	1.81	na	na
Nurse Aide and/or Orderly	320	5.79	40	13
Child Care Worker	340	6.15	33	28
Social Service Aide	280	5.06	15	33
All Other Service Workers	260	4.70	na	na
Maintenance and Production Occupations	540	9.76	na	na
Bus Driver	70	1.27	44	15
Carpenter	160	2.89	32	13
Maintenance Repairer, General Utility	70	1.27	25	19
Bus Driver, School	40	0.72	37	13
All Other Skilled Craft and Kindred Workers	30	0.54	na	na

SIC 83 (cont.)

Occupation	Estimated Employment	% of Total Empl.	Relative Error (%)	% of Units Reporting the Occupation
All Other Operatives and Semiskilled Workers	70	1.27	na	na
Laborers and Unskilled Workers	100	1.81	na	na
Clerical Occupations	950	17.18	na	na
Clerical Supervisor, Office or Plant	30	0.54	39	22
Bookkeeping and/or Billing Machine Operator	10	0.13	42	11
Keypunch Operator	10	0.13	19	6
Accounting Clerk	10	0.18	44	13
Bookkeeper, Hand	70	1.27	27	33
General Office Clerk	230	4.16	17	43
Payroll and/or Timekeeping Clerk	30	0.54	50	19
Personnel Clerk	10	0.18	46	13
Procurement Clerk	10	0.18	44	9
Receptionist	60	1.09	34	20
Secretary	180	3.25	17	57
Switchboard Operator/Receptionist	20	0.36	30	22
Typist	50	0.90	27	24
Teacher Aide and/or Educational Assistant	170	3.07	45	22
All Other Office Clerical Workers	60	1.09	na	na
Sales Occupations	20	0.36	na	na

MEMBERSHIP ORGANIZATIONS, EXCEPT RELIGIOUS
SIC 86, except SIC 866
April 1981

This major group includes organizations, other than religious organizations, operating on a membership basis for the promotion of the interests of the members, such as trade associations, professional membership organizations, labor unions and similar labor organizations, and political organizations.

Occupation	Estimated Employment	% of Total Empl.	Relative Error (%)	% of Units Reporting the Occupation
TOTAL ALL OCCUPATIONS	2,500	100.00	na	na
Managers and Officers	690	27.60	5	81
Professional Occupations	490	19.60	na	na
Teacher and/or Instructor, Nonvocational Education	70	2.80	19	8
Accountant and/or Auditor	20	0.80	27	6
Writer and/or Editor	20	0.80	40	4
Personnel and/or Labor Relations Specialist	120	4.80	11	9
Public Relations Practitioner	30	1.20	44	8
Community Organization Worker	40	1.60	29	6
Group Recreation Worker	140	5.60	15	13
All Other Professional Workers	50	2.00	na	na
Technical Occupations	10	0.40	na	na
Service Occupations	660	26.40	na	na
Maid	20	0.80	2	7
All Other Janitors, Porters, or Cleaners	140	5.60	12	39
Guard or Doorkeeper	10	0.40	19	5
Bartender	310	12.40	13	27
Waiter or Waitress	90	3.60	19	7
Cook, Institution	10	0.40	31	4
All Other Food Service Workers	20	0.80	na	na
Recreation Facility Attendant	30	1.20	39	5
Child Care Worker	10	0.40	38	3
All Other Service Workers	20	0.80	na	na
Maintenance and Production Occupations	40	1.60	na	na
Maintenance Repairer, General Utility	20	0.80	23	10
Operatives and Semiskilled Workers	10	0.40	na	na
Laborers and Unskilled Workers	10	0.40	na	na
Clerical Occupations	580	23.20	na	na
Stenographer	20	0.80	39	5
Accounting Clerk	20	0.80	28	8
Bookkeeper, Hand	90	3.60	12	33
General Office Clerk	100	4.00	15	23
Receptionist	30	1.20	23	11

SIC 86, except SIC 866 (cont.)

Occupation	Estimated Employment	% of Total Empl.	Relative Error (%)	% of Units Reporting the Occupation
Secretary	160	6.40	13	34
Switchboard Operator	10	0.40	0	3
Switchboard Operator/Receptionist	10	0.40	16	6
Travel Counselor, Auto Club	40	1.60	45	3
Typist	30	1.20	21	10
All Other Office Clerical Workers	60	2.40	na	na
Plant Clerical Workers	10	0.40	na	na
Sales Occupations	30	1.20	na	na
Contribution Solicitor	10	0.40	37	3
All Other Sales Workers	20	0.80	na	na

MISCELLANEOUS SERVICES
SIC 89
June 1981

This major group includes establishments engaged in performing services, not elsewhere classified, such as those rendered by engineers, architects, accountants, artists, lecturers, and writers. This major group also includes noncommercial establishments primarily engaged in educational, scientific, and research activities.

Occupation	Estimated Employment	% of Total Empl.	Relative Error (%)	% of Units Reporting the Occupation
TOTAL ALL OCCUPATIONS	3,320	100.00	na	na
Managers and Officers	340	10.24	7	68
Professional Occupations	1,180	35.54	na	na
Civil Engineer	200	6.02	12	29
Electrical and/or Electronic Engineer	60	1.81	22	21
Mechanical Engineer	70	2.11	16	18
All Other Engineers	90	2.71	na	na
Systems Analyst, Business	20	0.60	33	11
Systems Analyst, Scientific and Technical	10	0.30	0	6
Accountant and/or Auditor	410	12.35	13	33
Architect	70	2.11	31	11
Cost Estimator	10	0.30	32	8
Writer and/or Editor	10	0.30	21	5
Designer	30	0.90	45	8
Tax Preparer	80	2.41	42	9
All Other Professional Workers	120	3.61	na	na
Technical Occupations	710	21.39	na	na
Computer Programmer, Business	20	0.60	11	5
Computer Programmer, Scientific and Technical	10	0.30	37	6
Drafter	260	7.83	9	45
Electrical and/or Electronic Technician	90	2.71	34	8
Surveyor	70	2.11	19	18
Civil Engineering Technician	60	1.81	19	20
All Other Engineering Technicians	20	0.60	na	na
Science Technicians	170	5.12	na	na
All Other Technical Workers	10	0.30	na	na
Service Occupations	50	1.51	na	na
Janitor, Porter, or Cleaner	40	1.20	13	18
All Other Service Workers	10	0.30	na	na
Maintenance and Production Occupations	280	8.43	na	na
Blueprinting Machine Operator	10	0.30	23	5
Carpenter	20	0.60	40	6
Surveyor Helper	40	1.20	26	15
All Other Skilled Craft and Kindred Workers	20	0.60	na	na

SIC 89 (cont.)

Occupation	Estimated Employment	% of Total Empl.	Relative Error (%)	Reporting the Occupation
All Other Operatives and Semiskilled Workers	10	0.30	na	na
All Other Laborers and Unskilled Workers	180	5.42	na	na
Clerical Occupations	750	22.59	na	na
Computer Operator	40	1.20	23	17
Keypunch Operator	30	0.90	18	11
All Other Office Machine Operators	10	0.30	na	na
Accounting Clerk	50	1.51	18	14
Bookkeeper, Hand	100	3.01	38	21
File Clerk	10	0.30	14	9
General Office Clerk	100	3.01	44	32
Payroll and/or Timekeeping Clerk	20	0.60	20	14
Personnel Clerk	10	0.30	19	5
Receptionist	30	0.90	31	12
Secretary	150	4.52	10	58
Switchboard Operator/Receptionist	30	0.90	20	20
Typist	100	3.01	13	36
All Other Office Clerical Workers	40	1.20	na	na
Plant Clerical Workers	30	0.90	na	na
Sales Occupations	10	0.30	na	na
Sales Representative, Sales Agent, and/or Sales Associate	10	0.30	36	8

Engineering, Architectural, and Surveying Services
SIC 891
June 1981

This industry category includes establishments primarily performing services of a professional nature in the fields of engineering, architecture, and land surveying.

Occupation	Estimated Employment	% of Total Empl.	Relative Error (%)	% of Units Reporting the Occupation
TOTAL ALL OCCUPATIONS	1,740	100.00	na	na
Managers and Officers	170	9.77	10	72
Professional Occupations	610	35.06	na	na
Civil Engineer	200	11.49	12	44
Electrical and/or Electronic Engineer	60	3.45	23	28
Mechanical Engineer	70	4.02	16	26
All Other Engineers	90	5.17	na	na
Accountant and/or Auditor	10	0.57	12	7
Architect	70	4.02	31	16
Cost Estimator	10	0.57	32	12
All Other Professional Workers	100	5.75	na	na
Technical Occupations	570	32.76	na	na
Drafter	260	14.94	9	67
Electrical and/or Electronic Technician	90	5.17	34	9
Surveyor	70	4.02	19	28
Civil Engineering Technician	60	3.45	19	70
All Other Engineering Technicians	20	1.15	na	na
Science Technicians	50	2.87	na	na
All Other Technical Workers	20	1.15	na	na
Service Occupations	20	1.15	na	na
Janitor, Porter, or Cleaner	20	1.15	25	19
Maintenance and Production Occupations	100	5.75	na	na
Blueprinting Machine Operator	10	0.57	23	7
Surveyor Helper	40	2.30	26	23
Skilled Craft and Kindred Workers	30	1.72	na	na
All Other Operatives and Semiskilled Workers	10	0.57	na	na
All Other Laborers and Unskilled Workers	10	0.57	na	na
Clerical Occupations	260	14.94	na	na
Accounting Clerk	10	0.57	23	7
Bookkeeper, Hand	10	0.57	30	14
General Office Clerk	40	2.30	19	35
Payroll and/or Timekeeping Clerk	10	0.57	29	16
Secretary	80	4.60	10	56
Switchboard Operator/Receptionist	10	0.57	34	14

SIC 891 (cont.)

Occupation	Estimated Employment	% of Total Empl.	Relative Error (%)	% of Units Reporting the Occupation
Typist	30	1.72	19	23
All Other Office Clerical Workers	60	3.45	na	na
Plant Clerical Workers	10	0.57	na	na
Sales Occupations	10	0.57	na	na

NOTES ABOUT THE TABLES

Estimated Employment

If only one or two establishments reported a particular occupation, the employment for that occupation is not shown separately, but added to the appropriate "All Other" residual category. The "Total All Occupations" estimate for each industry was based on the second quarter 1981 report of Employment, Wages, and Contributions covered by the Maine Employment Security Law.

Percent of Total Employment

The detail in the column entitled "% of Total Empl." may not add to totals due to rounding.

Relative Error

The relative error was computed only for specific occupations and not for residual categories nor for occupational groupings. If the relative error of an occupation exceeded 50 percent, and the response rate for the industry's total employment was 70 percent or better, the employment for that occupation was added to the residual category that was relevant to it. If the response rate of the industry was less than 70 percent, and the relative error of the occupation in that industry exceeded 35 percent, the employment for that occupation was not published separately, but was added to the residual category that was relevant to it. The relative error relates to the actual estimate before rounding. For an example of how the relative error is applied, see Accuracy of Occupational Employment Data in the METHODOLOGY.

Percent of Establishments Reporting the Occupation

The percent of establishments reporting each occupation could not be readily calculated for groups of occupations, but only for specific occupations.

Abbreviations

na - not applicable
SIC - Standard Industrial Classification, as defined in the 1972 edition of the Standard Industrial Classification Manual, prepared by the Executive Office of the President, Office of Management and Budget, Statistical Policy Division.
Empl. - Employment

Industry Coverage

The following industries were included in our survey this year, but are not represented in this publication because this would have violated the confidentiality rule under which the data was collected, or because the response rate was very low:

1. Mining, SIC 10 through 14
2. Security and Commodity Brokers, Dealers, Exchanges, and Services, SIC 62
3. Holding and Other Investment Offices, SIC 67
4. Museums, Art Galleries, Botanical and Zoological Gardens, SIC 84

METHODOLOGY

The Sample

The second quarter 1980 report of Employment, Wages, and Contributions covered by the Maine Employment Security Law was used as the sampling frame for the Occupational Employment Statistics (OES) Program's survey of selected nonmanufacturing industries. This frame was stratified by three-digit SICs (Standard Industrial Classification) and by nine employment-size classes. With the exception of eating and drinking places, SIC 581, any unit in these industries with 50 or more employees was included in the sample with ever smaller proportions of firms from the smaller size classes. All eating and drinking places with 100 or more employees were included in the sample, with ever smaller proportions of units from the smaller size classes.

The universe for this survey consisted of 12,689 establishments employing a total of 86,183 persons. Of these, the survey included 2,393 units, or 18.9 percent of the universe. These sample units employed 57,669 workers, accounting for 66.9 percent of the total universe employment.

The Survey

The survey consisted of an initial mailing and two follow-up mailings to nonrespondents. In addition, many phone calls and a few personal visits were made to those employers whose responses were critical for valid estimates. Usable responses were received from 1,930 units, or 80.7 percent of the 2,393 sampled units. These usable responses represented 47,188 persons, or 81.8 percent of the total employment in the surveyed units.

The Screening, Editing, and Estimating Procedure

Each completed questionnaire returned was edited and screened both manually and mechanically for consistency and accuracy. The resulting "clean data file" served as the basis for calculating estimates. The "clean" employer questionnaires were separated into seven size groups by industry, the size being determined by the number of persons employed by each. The reported total employment and occupational employment on each form was then multiplied by the weight which had been assigned to it during the sample selection. This data was then tied into the universe employment for the report month of April, May, or June 1981 depending on the industry. These universe, or benchmark, figures came from the second quarter 1981 ES-202 report of Employment, Wages, and Contributions covered by the Maine Employment Security Law. The total weighted survey data by size class, by industry, was divided into the universe data for corresponding size and industry classes. This produced benchmark factors which were applied to the occupational data, thus accounting for any nonresponding units, and any new units which emerged after the sample had been drawn. The resulting occupational estimates were summed across size classes to industry totals and rounded to the nearest ten. The percent of occupational distribution for each industry was then calculated.

Accuracy of Occupational Employment Data

There are two types of errors which affect the accuracy of the estimates published here--sampling and nonsampling errors. Sampling error is a specific arithmetic measure of the precision of an estimate. It is the difference between the estimate computed from the sample data and the result that would be obtained if the same methods were used to collect identical information from the entire population or universe. The relative error entries listed in this report are the sampling errors of each occupation expressed as a percent of that occupational estimate. In other words, relative error means that the chances are two out of three (a 68 percent confidence level) that the results of a comparable full-scale data collection (the universe) using the same survey approach would not differ by more than the percent error shown. The chances are 19 out of 20 (a 95 percent confidence level) that the results would not differ by more than twice the percent error shown. For example, it is estimated in this report that there are 2,230 tellers in the banking industry, with a 6 percent relative error. Thus, at a 68 percent confidence level, it is assured that the results of a full-scale count of tellers in this industry would not differ from this estimate by more than 134 workers (2,230 x .06). At a 95 percent confidence level, the universe count would not differ from the estimate by more than 12 percent of 2,230, or 268 workers.

Nonsampling errors result from external factors in a survey rather than from the fact that a sampling technique was used. Examples of these errors are: response errors, processing errors, computational errors, etc. The possibility of these errors was recognized from the start of the survey and every effort was made to avoid them.